## FOREIGN SERVICE OFFICER TEST

**SEPTEMBER 03, 2013, 9:00 AM (U.S. CENTRAL TIME) -** Deadline for candidates intending to test overseas to submit completed Registration

New Delhi Test Date: October 09, 2013.

## **Register for the Test**

To register, you complete an **online application form** in which you convey factual background information including school and work history.

ACT, the test administrator, will send you a confirmation email on the first business day following submission of your registration.

Please be aware that all the information you give us is subject to verification, and that any exaggeration of your experience and qualifications, including your language ability, would weaken your candidacy. Misrepresentations may be grounds for terminating your candidacy, or for dismissing you after you have begun work, and may be punishable by fine or imprisonment.

- Register for the Foreign Service Officer Test (FSOT). Please note that this link will take you to the ACT registration website.
- Technical problems/questions regarding the Registration Process? Please email ACT, Inc. at **fsot@ACT.org** or call (800) 205-6358.
- Download the Guide to the Foreign Service Officer Selection Process (756kb, PDF).
- Order the most recent Foreign Service Officer Test Study Guide.

## **FSOT Step-by-Step Guide**

- Register and submit your completed Application Form.
- Wait for on-screen confirmation that your registration was complete and has been successfully submitted.
- Technical questions/issues with the registration process? Please email ACT, Inc. at **fsot@ACT.org** or call (800)205-6358.
- Receive an e-mail authorizing you to make an online reservation to take the FSOT at a testing location near you.
- Reserve a seat during any given test window. Test center seats are available on a first-come, first-served basis.

You must reserve at least 48 hours prior to the LAST day in that window (exact deadline dates will be given during reservation). Please note that the number of seats for each window is limited.

- You must reserve a test seat within one year of submitting your Registration Package. Your actual test date may be later than a year after you registered, but you must have reserved your seat within the one year limit.
- After you have reserved a seat, you will receive instructions on how to download your admissions letter.
- Contact a <u>Diplomat in Residence</u> if you have any questions about the FSOT.
- Arrive at your test center with your admissions letter and a valid government issued photo ID, such as a driver's license, passport, or military ID.
- Need to cancel or reschedule your test? You will need to cancel your seat at least 48 hours before the test date. Your admissions letter will contain information on how to do so. If you fail to provide this notification, you will be assessed a \$50 fee.
- Want to re-take the test? You may take the test only once in an 11-month period. In order to re-take the FSOT, you will need to fill out the Registration Package once more. This will give you the opportunity to update your application. Should you pass the FSOT and essay, you will then submit a Personal Narrative.